



# UPTON BY CHESTER AND DISTRICT PARISH COUNCIL

Upton Pavilion  
Wealstone Lane  
Upton  
Chester  
CH2 1HD

Email: [locumclerk1@uptonbychester.org.uk](mailto:locumclerk1@uptonbychester.org.uk)

Dear Member,

You are summoned to the Meeting of the Community Engagement Committee to be held at 6.30 pm on Monday 3rd June 2024 at Upton Pavilion, Wealstone Lane, Upton, Chester, CH2 1HD.

**The business to be transacted at the meeting is detailed on the agenda below. Please note that Standing Orders will apply at this meeting. Members of the press and public are entitled to attend.**

Signed *Toni Critchlow* Locum Clerk of the Parish Council 28.05.24

## AGENDA

### 1. OPEN FORUM

Members of the public are welcome to speak to any item on the agenda

### 2. APOLOGIES FOR ABSENCE

To receive and note apologies for absence as reported to the Locum Clerk

### 3. ELECTION OF CHAIR

Members of the committee will propose and vote on a Chair of this committee for the 2024-25 council year

### 4. DECLARATIONS OF INTEREST

Members are invited to declare any interests they may have in items on this agenda as per the Code of Conduct.

## **5. MINUTES**

For the committee to agree and the Chair to sign the Minutes of the meeting of 29th April 2024. **Enc**

## **6. EMAIL FROM AL TO COMMITTEE MEMBERS 23 MAY – LOOKING AHEAD**

1. Developing engagement ideas – How where and when
2. Communication plan -
3. Next newsletter – content, print, distribution. Localisation.
4. Use of social media – do we need more channels? Input Management

## **7. UPC LOGO**

Next steps

## **8. DATE AND TIME OF THE NEXT MEETING.**

To confirm that the date and time of the next meeting will be advised in due course.